

**CONFIDENTIAL**

9 March 1961

MEMORANDUM FOR : Director of Logistics

Attention : Chief, Procurement Division

Through : Chief, Physical Security Division, O/S

SUBJECT : Typewriter Procurement

1. We request that all electric typewriters procured in the future for use by the DD/P, at headquarters and in the field, have the following two features:

- a. Pica type.
- b. Paper carbon ribbon feed.

2. The desirability of these two features has been established by tests conducted by the Technical Services Division on equipment and material used in connection with our Central Retrieval System to determine typewriter requirements for producing the best photographic results.

3. Justification for Pica Type:

The TSD tests show that Pica type is satisfactory. Although there are types superior to Pica for our purposes, these are not in common use and their adoption as our standard would probably present cover and field procurement problems.

4. Justification for Carbon Ribbons:

- a. Carbon ribbons provide consistently good quality print for photographic purposes.

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b. Under controlled conditions, cloth ribbons can give as good results as carbon ribbons. In actual use, we cannot assure these controlled conditions and therefore will obtain better results with the carbon ribbon, e.g.,

(1) The typist's failure to change a worn ribbon is no longer a factor; and

(2) Type faces do not require cleaning as frequently.

c. Use of carbon ribbons will lessen the security hazard (and the inconvenience) of failing to remove and store once-used typewriter ribbons for overnight security. Reference:

25X1

25X1

Assistant Executive Officer  
DD/P

25X1

Items Received (1) Electric, 13" package,  
elite type, carbon &  
graphic, telephone. 9/10/62

FE 6890-EE-18-63 (1) Typewriter, NP, electric  
60 cps 110 volt, 13" package  
Item, [redacted] 9/18

25X1A

SS

Reg. No.VendorSSA  
Release

DODS - Typewriter, electric, IBM,  
 ESO will requisition this.  
 \* 400 Gen. Cable.

CA.

6805-6806-63

8/23/62

2 IBM Electric Elite  
 13" carriage, standard keyboard

~~AA~~

6805-6806-63

7

~~IBM Electric Typewriter~~

CLERK

2 IBM Electric Typewriter  
 13" carriage, # 41119 Model C,  
 6890-001-63

8/13/62

EE

6890-14-63

8/27/62

25X1

IBM - 14" carriage,

FBI

6890-25-15-63

7/4/62

ILLEGIB

EE

6890-EE-16-63

(1) NP, electric IBM, 110 volt, 60 cycle,  
 gray, pitch 21

9/7/62

25X1

<u>CS</u>	<u>REQ</u>	<u>VO24 HFG2</u>	<u>10/21/61</u>
Cover	6890-003-10-62	62-14193	10/21/61

25X1

NOTE: [redacted] agreed to work with  
to provide type style 16mm code and  
paper carbon return feed in lieu of American  
A 10 type

PG ~~2120-1020-1000~~

PG 6890-577-62 5/23/62

25X1

2 IBM EXECUTIVE, 13" carriage  
\* [redacted] approval was necessary  
because of the executive model.

TFW 6890-TFW-4-62 5/24/62

25X1

Justification by [redacted]  
Typewriter, Executive model, 13",

TFW 6890 TFW-8-62 (No copy retained)  
Item 2 approved - IBM Standard typewriter,  
nonportable, electric, 11 x 13

Register

<u>CS</u>	<u>Req</u>	<u>Voucher</u>	<u>SSA</u> <u>Release</u>
EE	6805-EE-12-62		10/10/61
25X1	2 IBM : <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span> Type style 21		
IO	6890-IO-316-62		10/23/61
ILLEGIB			
W			11/7
NE	30014-3238-62		11/8
25X1	Req. called for the. Voucher (make not start) elicit. <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span> (NE/LOG) advised informally Underwood desired <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>		
25X1			

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(6)

REGISTER

CS	REQ	VOLUME	SSA Release
EE	994 B-EE 1-62	62-11004	8-1-61

25X1 Remarks: Repetition calls for Elec. Model IBM Modern Type. Type number for EE front office. [ ] requested that repetition be returned to him with info on routing sheet re [ ] limitations on type styles.

25X1 Remarks: EE returned repetition revised to 8-3 request procurement of new Model type number equivalent with [ ] type style which is acceptable to [ ] office )

25X1 WT - The repetitions (994 B-WH-43-61 and 1-62) called for IBM Code 21 + Remington Code 516-10 type styles. However, [ ] advised of a long delay in obtaining such styles and that machines urgently needed for work which does not ordinarily enter in the Central Retrieval System. Electric typewriters with Click type style immediately available from Agency stock. Authorized [ ] to change reg. to Click under these conditions. [ ] 8/8/61

25X1A

25X1

25X1

Approved For Release 2006/10/17 : CIA-RDP68-00140R000100140006-9

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25X1

25X1

Approved For Release 2006/10/17 : CIA-RDP68-00140R000100140006-9

(2)

RegisterS

EE

Reg. No.

994-B-EE-29-61

Voucher No

61-22154

Received by  
SSA

994 B. EE-31-61

61-22442

5/16

5/16

Remarks: Change of type style to Code 21,  
and paper carbon ribbon acceptable

25X1

To

FI/D

2304-F1/BF-170-61

61-22775

5/16

Remarks: Type style Code 21 originally  
selected by F1/D is satisfactory

FE

999-BFE-416-61

61-22802

5/16

Remarks: Type style Code 21 acceptable

25X1

To FE

O/S

916-441-61

61-23015

5/22

Remarks: The criteria established by   
in DDP guidelines is not applicable to  
DDS components

25X1

EE

994 B-EE-35-61

61-22807

5/22

Remarks:

Register

①

Registration for Electric Typewriters

<u>Requesting office</u>	<u>Registration No</u>	<u>Voucher No</u>	<u>Released by</u>
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Coron	994B-CCS-20-61	61-22538	5/16
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25X1

Remarks: [ ] reported that the type style - Elize 6ode 02 - was required by reason of non-official type correspondence. Description agreeable to [ ]

25X1

NE	994B-NE-3557-61	61-22488	5/16
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Remarks: Change to type style Code 21 and paper carbon ribbon acceptable to Mr Kirkpatrick

R1	994-B-R13-0239-61	61-22248	5/16
	994-B-R13-0238-61	61-22247	5/16

25X1

Remarks: Change of type style to Code 21, and paper carbon ribbon acceptable to [ ]

25X1

TRANSMITTAL SLIP		DATE 23 Jun 61
TO: <input type="text"/>		
ROOM NO. <input type="text"/>		
2127	I	
REMARKS:  I'm returning your catalogues. The type faces we think most suitable for good photographic reproduction are:  <input type="text"/>		
both marked with paperclips in the catalog.		
FROM: <input type="text"/>		
ROOM NO. 2119	BUILDING Curie	EXTENSION 3178
FORM NO. 1 FEB 55 241	REPLACES FORM 36-8 WHICH MAY BE USED.	GPO : 1957—O-439445 (47)

25X1